

## Teacher Classroom Cleaning Procedures

- Arrival to your classroom
  - check your supplies
  - Soap and water solution in trigger sprayer
  - Adequate supply of paper towels
  - Contact custodian for additional supplies
- Breakfast
  - After breakfast, students to bring their waste to the large waste receptacles in the hallway
  - Teacher to spray desks and surfaces with with soap and water solution
  - Students will wipe down their desk and other surfaces when they arrive back at their desk
  - Place paper towel in the trash bin
- Lunch
  - After lunch, students will bring their waste to the large waste receptacles in the hallway
  - Teacher to spray desks and surfaces with soap and water solution
  - Students will wipe down their desks and other surfaces when they arrive back to their desks
  - Place paper towel in the trash bin
- Departure
  - Teacher to spray desks and surfaces with soap and water solution
  - Students will wipe down their desks, chairs and other high contact surfaces with provided paper towel
  - Students will help pickup large items from the floor and put in the trash
  - Student will empty classroom trash and/or recycling bin into the large barrels in the hallway
  - Students to assist by placing their chairs upside down on their desk or table where possible

- Teacher will clean desk top before departure
- Use provided hand sanitizer and depart